

March

Home Safety

Poison Prevention Month

National Nutrition Month

Material Handling Equipment Safety

Welding & Cutting Safety

Gas Cylinder Handling & Storage

USASC SAFETY FLYER



FAMILY ACCIDENT PREVENTION PROGRAM

Electrical Safety

The U.S. Consumer Product Safety Commission reports that 330 people are electrocuted every year using consumer products in and around the home. In addition, about 205,000 electrical residential fires caused 1,100 deaths, an estimated 16,300 injuries, and 950 million dollars in property loss.

HOUSEHOLD PROCEDURES

If a fuse blows.

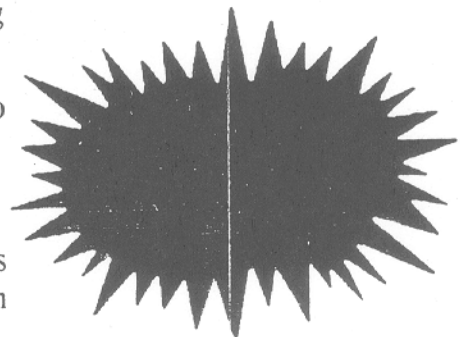
- Unplug the appliance causing the problem.
- Shut off the main power switch on the fuse box.
- Replace the burned fuse with a new one of the correct size.
- Turn on the main power switch.
- Unplug the offending appliance.

If a circuit breaker trips.

- Reset the circuit breaker according to instructions.
- Stand on a dry surface when touching fuse/breaker box.
- NEVER use a penny or aluminum foil to replace a fuse.

Child-Proof Your Environment.

- Teach young children not to play with cords and wall outlets. Cover unused outlets with plastic safety caps.
- Make sure extension cords and wires are not located in places where children can trip over or chew on them.



USASC SAFETY FACT SHEET



FAMILY ACCIDENT PREVENTION PROGRAM

Electrical Fact Sheet

By: USASC

The U.S. Consumer Product Safety Commission reports that 330 people are electrocuted every year using consumer products in and around the home. The U.S. Public Health estimates that over 1,000 persons are killed annually from electric shock. This figure includes product-related deaths as well as non-product related deaths.

In addition, about 205,000 electrical residential fires caused 1,100 deaths, an estimated 16,300 injuries, and 950 million dollars in property loss.

SHOCK

Description.

- Shock occurs when an electric current flows through the body.
- The path is from the source of electricity, through the body, and then to the ground.
- Current passing through the body follows the path of least resistance. For example, if a person touches a live wire with one hand and the other hand is in contact with a grounded object, current will flow through one arm, across the chest and out the other arm.

Amount received.

- The amount of shock received depends, in large measure, upon the skin's condition.
- If the skin is moist due to perspiration or a recent washing, its resistance is lowered and more current may flow into the body.

- If the skin is dry, its resistance to the flow of current is higher.

Damage.

- A severe shock can cause considerably more damage to the body than is visible.
- It can cause internal hemorrhage and destruction of tissue, nerves, and muscles.
- In addition, shock is often only the beginning in a chain of events. The final injury may well be from a fall, cuts, burns, or broken bones.
- The most common injury from shock is burn.
- Current passing through the chest could cause serious damage to the heart and other organs.

HOUSE ELECTRICAL SYSTEMS

Fuses and circuit breakers.

- Fuses and circuit breakers protect electrical systems and help prevent fire.
- Electricity from the utility company enters the house at a service panel ("fuse box" or "breaker box").
- The wiring then delivers electricity throughout the house by circuits.
- Each circuit is protected by one of the fuses or breakers in the service panel. If too much electricity is being drawn, the circuit-breaker will "trip" or fuses will "blow."
- A "blown" fuse can indicate a defective electrical appliance or too many items plugged into the circuit.
- If the fuse blows or circuit breaker "trips" again after unplugging some of the appliances (or the faulty one), call an electrician.

- Fuses and circuit-breakers help prevent the household wiring system from causing fire, but they are not designed to protect the consumer against shock or electrocution.

Ground fault circuit interrupter

- One of the best sentries for preventing serious personal shock is a ground fault circuit interrupter (GFCI).
- These devices can be wired into circuits at panel boxes or used to replace ordinary outlets.
- They continually monitor electrical circuits and shut off power if electrical leakage to ground is detected, thereby preventing shock.
- According to the CPSC, GFCIs installed in selected household circuits (basement, kitchens, bathrooms) could prevent over two-thirds of home electrocutions.
- In addition, installed GFCIs could prevent the injuries to many thousands of consumers from electric shock and burns. Consult a qualified electrician to install GFCI's.

Signs of inadequate wiring.

- Lights dim or flicker.
- Motors change speed when an appliance goes on.
- Circuit breakers trip or fuses blow frequently.
- Heat-producing appliances (toaster, iron) are slow to warm.
- Picture on TV screen "shrinks."
- Not having enough outlets.

HOUSEHOLD PROCEDURES

If a fuse blows.

- Unplug the appliance causing the problem.
- Shut off the main power switch on the fuse box.
- Replace the burned fuse with a new one of the correct size.
- Turn on the main power switch.

If a circuit breaker trips.

- Unplug the offending appliance.
- Reset the circuit breaker according to instructions (call an electrician if you need help).
- NOTE: Stand on a dry surface when touching fuse/breaker box.
- NEVER use a penny or aluminum foil to replace a fuse.

Safety tips for using appliances

- Never operate an electric appliance while touching a metal object (especially plumbing), standing on a wet surface, or taking a bath or shower.
- Always unplug appliances before cleaning, removing parts, etc., and when not in use.
- Keep motors clean, free from lint, dust, dirt, etc.
- Never insert metal objects into an appliance or outlet.
- Avoid using extension cords whenever possible.
- All extension cords should be UL approved.
- If you're using portable electrical equipment, the equipment should be properly grounded.
- Large appliances, such as refrigerators, microwaves, and washing machines, need their own circuit and should be grounded with a 3-prong plug. Grounding allows electricity to flow to the ground in case of an electrical short.

Child-Proof Your Environment.

- Teach young children not to play with cords and wall outlets. Cover unused outlets with plastic safety caps.
- Teach youngsters to unplug and put away their electric toys.
- Make sure extension cords and wires are not located in places where children can trip over or chew on them.

Special fire hazards.

- Space heaters, toasters, stoves, TVs and other heat producing electric appliances require extra care.
- Never place combustibles or drapes near them.
- Keep them clean and in proper operating condition.
- Unplug irons and space heaters, let them cool, and then store them in a safe place.

EMERGENCY PROCEDURES

Electrical fire

- Make sure everyone leaves the house.
- Call the fire department.
- Unplug the appliance or turn off the electricity (but don't touch the appliance).
- Use a fire extinguisher recommended for electrical (class C) fires.

Electrical shock.

- Don't touch the victim or the appliance causing the shock.
- Shut off the power, if possible, by unplugging the appliance or turning off the electricity.
- If it isn't possible to shut off the power, call the power company.

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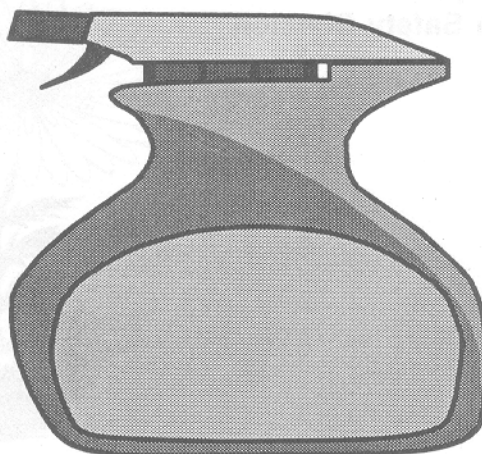
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SKIN CARE SAFETY

If you have ever suffered from a severe sunburn, poison ivy, or similar irritations, you know how painful skin disorders can be. However, you may be surprised to realize that skin problems are the most common of all industrial illness, affecting over a million workers every year. Dermatitis, or skin inflammation, is largely preventable when you follow safety guidelines and use personal protective equipment as indicated.

Although your skin does provide some natural defense against sunrays, bacteria, and mild irritants, it is no match for the host of agents that can cause severe skin inflammation and injury. Dermatitis can result from an allergic reaction to a substance to which you personally are sensitive (allergic dermatitis) or from contact with a known irritant such as solvents (contact dermatitis). In both cases, symptoms may include reddened, itchy, scaling, and/or blistering patches of skin.

Among the most common causes of allergic dermatitis are the oils of certain "poisonous" plants such as poison ivy, oak or sumac. Inhaling the smoke from burning these plants can also cause allergic reactions. Certain individuals may be sensitive to substances that cause no adverse reaction in others, a particular soap product for instance. In cases of allergic dermatitis, the best means of prevention is to avoid the substance causing the reaction. If you cannot altogether eliminate the allergen, you may need to use work gloves, barrier creams, protective clothing, and other personal protective equipment such as respiratory or eye protection.



The second type of dermatitis results when your skin comes in direct contact with a known irritant. These irritants may include alkalies, acids, solvents, metallic salts, petroleum and coal-tar products, and a number of chemical agents. Direct contact with these substances may not only result in skin irritation, but can also cause more severe problems such as burns and ulcerations. The severity of your reaction may vary depending upon the length of time you were exposed to the substance and the strength of the substance itself. To prevent contact dermatitis, work gloves and other personal protective equipment may be needed.

Besides avoiding allergens and contact with known irritants, you can help protect your skin by using good hygiene -- washing and showering after exposure to irritating substances, changing clothes frequently to avoid recontamination, and washing your work clothes separately from the rest of your laundry. You can also help keep your skin healthy by using sunscreen and protective clothing for outdoor activities, and by dressing appropriately for temperature extremes.

Whatever your particular circumstances are, remember to take care of your skin. It has to last you a lifetime.

Susie Ashby
Installation Safety Division



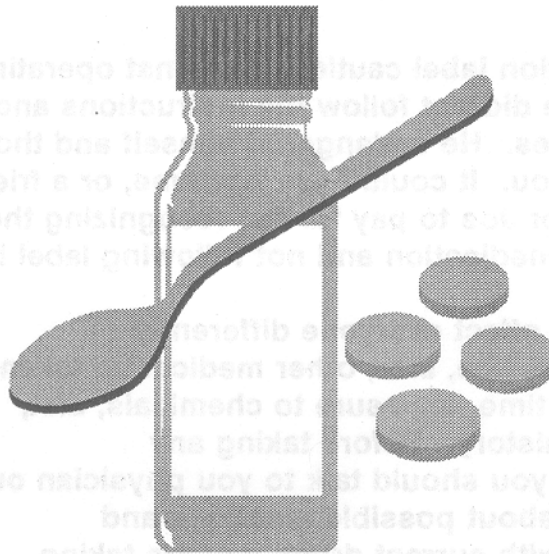
USE MEDICINES SAFELY

It is hard to imagine a world without medications. Every day, countless people use over the counter drugs. It may be an over the counter medication to fight a headache or to relieve congestion from a cold or to alleviate the discomfort of allergies. It may be a pink or white tasty liquid used to calm an uneasy stomach. Additionally, it may be a prescription medication to treat a health condition or to fight off an infection, or help treat an illness to save a life.

The important question to consider is this: Is the medication used correctly? In other words, are we following directions and using the medication in a manner that will not put our health, our safety, and the safety of others at risk?

It is estimated that over 75 percent of all prescription and over the counter drugs are used improperly. The results are severe side effects which can ultimately lead to lower productivity, near-misses, and severe on the job accidents. Even when taken properly, some users experience side effects. For example, decongestants may have a stimulant effect that can cause jittery behavior and nervousness. Antihistamines may cause drowsiness, and some eye medications may cause blurred vision while medications containing codeine can cause slow reaction time.

These side effects can negatively affect productivity and efficiency on the job, especially during tasks that require fine motor coordination and attention to detail. It becomes dangerous to operate heavy machinery or drive a vehicle. So, whether you are at home, on the job, or on the road, the side effects can result in serious mistakes or miscalculations that can lead to near misses, accidents and injury.

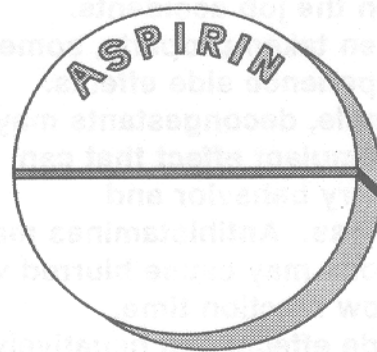


Joe Coppola felt like he was coming down with the same symptoms everyone around him had been complaining about. His head hurt, his eyes burned and he felt as though he would never eat again. Instead of eating lunch, he went to the drug store and bought some over the counter flu and cold medication. He bought a soda and took the recommended dosage, and returned to work.

He went back to work and continued the project he had been trying to complete prior to the assigned deadline. He felt he really should be at home in bed but the medicine was beginning to take the edge off the headache. As well as helping the headache, the medicine was slowing down his motor abilities. While he moved the equipment around to position it, he forgot to adjust the guard on the saw blade. He tripped on the cord, grabbed the saw handle, depressed the trigger, and fell into the blade. He ended up in the emergency with one less finger.

The medication label cautioned against operating machinery, and driving a vehicle. Joe did not follow the instructions and unfortunately, suffered the consequences. He endangered himself and those in close proximity. It could have been you. It could have been me, or a friend or family member. It was a high price for Joe to pay for not recognizing the potential danger associated with taking medication and not following label instructions.

Medications affect everyone differently depending on age, size, other medication taken at the same time, exposure to chemicals, diet, and health history. Before taking any medication, you should talk to your physician or pharmacist about possible reactions and interaction with current drugs you are taking. All prescribed medication and over the counter medications come with printed material or labels indicating possible side effects and precautions for users. To ensure that the drug will work effectively, follow the packaged instructions or your physician's recommendations. More does not mean that you will get better quicker, and when unusual side effects occur or symptoms do not subside, stop the medication or consult your physician.



Unfortunately, there are many common mistakes that people make concerning prescription and over the counter medications. Quite often these mistakes become dangerous, such as taking someone else's prescription medication, or failing to discard outdated medication. Improper storage of medication is another danger, that is some medications must be refrigerated while some requires storage at room temperature. Taking the wrong medication or an improper dose poses a potential health threat.

Creating an information card to keep track of medications currently taken, both over the counter and prescription, listing the name, dosage, frequency and length of time the drug has been taken is an easy way to preclude unsuspected adverse drug interactions. Any side effects experienced should be noted to avoid future problems.

By following recommendations and specific directions when taking a medication, you are likely to receive all of the important benefits, continue working productively, and protect your safety as well as that of those around you, at home, on the job and on the road.

**by:
Susie Ashby
Installation Safety Division**

HEAR CARE

Home Hearing Protection Tips

If you work in a noisy environment, you may be aware of the importance of on the job hearing protection. But, what many workers fail to realize is that safe noise exposure limits don't stop when they punch out of work. The best way to protect your hearing on the job is to follow your company's hearing conservation program and to *use* the hearing protectors your employer provides. To protect your hearing off the job, recognize potential hazards and use ear plugs or muffs when operating loud appliances or tools. "Hear care" means protecting your hearing for life.

Home Hearing Hazards

Many common household appliances can expose you to excessive noise: vacuum cleaners, dishwashers, garbage disposals, trash compactors, even a noisy blender or mixer. The home workshop can also contain hearing hazards: saws, drills, and other power equipment. Tools like lawn mowers, leaf or snow blowers, and hedge trimmers can also expose you to excess noise. Keep a pair of ear plugs at home and use them when operating noisy tools or appliances.

Recreational Hearing Hazards

Perhaps the most common recreational hearing hazard is listening to overly loud music. The problem is compounded if you listen to loud music through earphones. To protect your hearing, turn down the volume. Recreational vehicles—motor boats, snowmobiles, motorcycles—can have very loud engines. When operating these vehicles, be sure to wear ear plugs or muffs. And, while hearing loss does result from excess noise exposure over a period of time, a single exposure to a very loud noise—like gunfire—can cause permanent



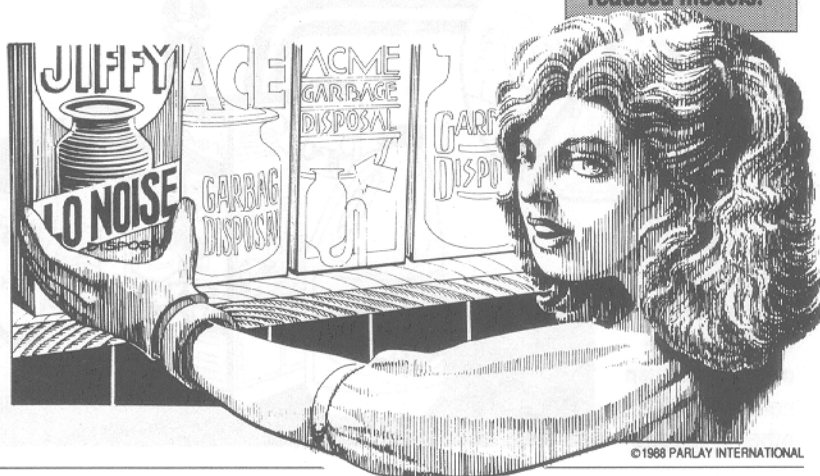
hearing loss. *Always* use hearing protectors when hunting or target shooting.

Hear Today...And Tomorrow

The best way to protect against hearing loss in the future is to protect your hearing today and every day. Follow your company's hearing conservation program, and use hearing protection for off-the-job hearing hazards, too. When purchasing new appliances, tools, or equipment, select noise-reduced models. A little safety sense can help save one of your most valuable senses—your hearing.

Keep a pair of ear plugs at home and use them when operating noisy tools or appliances.

When purchasing new appliances, tools, or equipment, select noise-reduced models.



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FRESH AIR ... EVERYWHERE

Home Respiratory Protection Tips

Respiratory or breathing hazards are just as common in the home as they are in the workplace. While your employer can help you protect your breathing on the job, only you can protect your breathing the rest of the day. The best way to protect your breathing off the job, is to recognize potential hazards and learn what you can do to protect against them.

Home Respiratory Hazards

Read labels of all household chemicals you use; some can create poisonous gases when combined with other products. Always keep rooms well-ventilated (open windows or doors, turn on exhaust fans) when using any chemical in the home. Never burn magazines or trash in home fireplaces—they can give off noxious fumes. Wear a disposable mask when vacuuming, dusting, sawing, or sanding, to avoid breathing in irritating particles. Wear a respirator when



painting, spraying insecticides, or fertilizing to neutralize harmful vapors. (If you are unsure about the particular type of respirator to use for home activities, ask your safety representative at work or your personal physician for advice.)

Recreational Respiratory Hazards

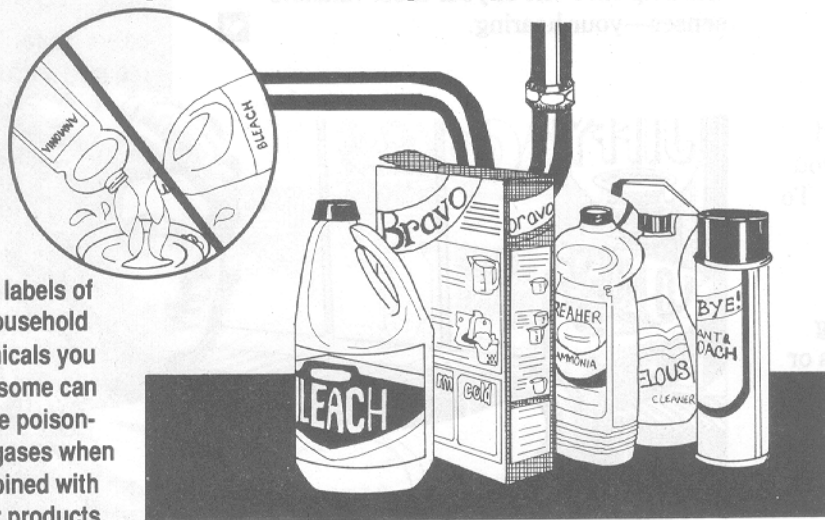
Hobbies like model-building and painting can create breathing

hazards such as vapors and mists. When performing these activities, be sure to keep your work area well-ventilated. (Artists who use "air-brushes" should also wear a respirator.) Carpenters should wear dust masks to filter out airborne particles. When working on cars or motorized vehicles, keep garage doors open whenever the engine is running to avoid breathing carbon monoxide, a lethal gas. Even backyard barbecues can create dangerous fumes; stand up-wind of your grill and avoid breathing in smoke.

Breathing Freely

Once you recognize potential breathing hazards, you can begin to guard against them. Keep work and recreational areas well-ventilated, and when necessary, use a respirator designed to guard against the specific breathing hazards you encounter. Then breathe freely, and make every breath a breath of fresh air.

Read labels of all household chemicals you use; some can create poisonous gases when combined with other products.



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HELPING HANDS

Home Hand Protection Tips

Hand protection is an around-the-clock activity. Keeping your hands safe from injury and disease is just as important at home as it is in the workplace. Household chemicals, tools and machinery, even recreational activities can all be potentially hazardous unless they're handled correctly. On the job, you can protect your hands by following your company's safety guidelines and using the hand protection provided by your employer. Off the job, you can recognize potential hand hazards and learn what you can do to keep your hands safe from injury.

Home Hand Hazards

In the kitchen, be sure to store sharp objects (knives and cutting blades) away from children. Keep knives sharp (dull blades slip more easily) and select the right one for the job you're doing. Never hold the object you're cutting in your hand—use a cutting board, and *always* cut away from your body. Use graters, can-openers, and vegetable peelers carefully—ragged teeth and sharp blades can easily cut a finger or hand. Wear rubber gloves when working with household chemicals, such as cleaning agents, insecticides, even hair color. In the workshop, be careful of sharp blades and pointed objects. Use tools only for their intended purpose and inspect them before and after each use for signs of damage. When using power tools or equipment, do not wear jewelry, gloves, or loose-fitting clothes that could

get caught in moving parts. When painting, hold the brush or roller so that your wrist stays as straight as possible to avoid "overuse" problems. For yard work, wear canvas gloves to protect against stickers or thorns as well as potentially irritating plant oils.


Recreational Hand Hazards

Many recreational activities can be hazardous to your hands unless care is taken beforehand.

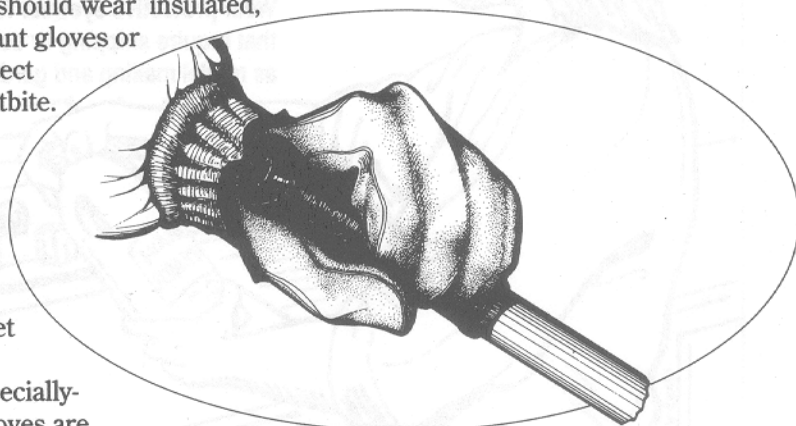
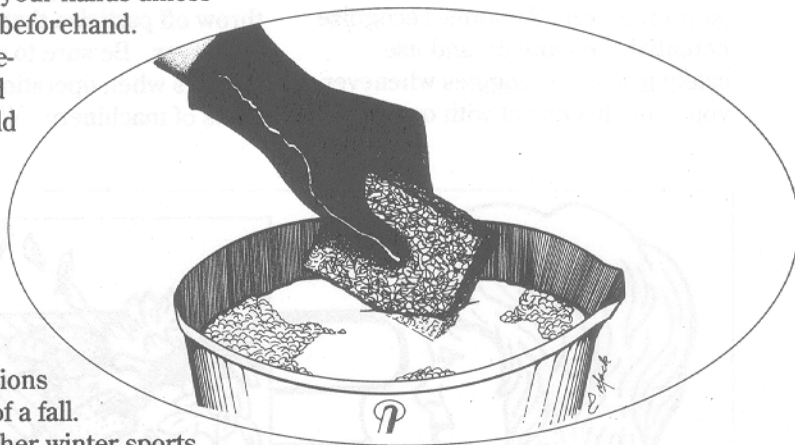
Skaters, skateboarders, and cyclists should invest in gloves with padded palms that absorb shock and protect against abrasions in the event of a fall.

Skiers and other winter sports enthusiasts should wear insulated, water-resistant gloves or mitts to protect against frostbite. For sports that require excessive hand and wrist motion (golf, racquet sports, softball, etc.) specially-designed gloves are available to support your wrists and guard against calluses.

Give Yourself A Hand

Hand safety at home means recognizing potential hand hazards, using tools and equipment properly, and wearing protective gloves when necessary. Protect your hands—they have to last a lifetime. 

Wear rubber gloves when working with household chemicals, such as cleaning agents, insecticides, even hair color.



For outdoor winter activities, wear insulated, water-resistant gloves or mitts to protect against frostbite.

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SAVE YOUR SIGHT

Home Eye Protection Tips

Even if we wear eye protection on the job, most of us fail to realize that eye hazards at home can be just as threatening as those we encounter at work. Accidentally spraying a home cleaning product in your eyes, for example, can be just as dangerous as an industrial chemical splash! To protect your vision on the job, follow your company's guidelines for eye safety and use the protective eyewear provided by your employer. At home, recognize potential eye hazards, and use safety glasses or goggles whenever you come in contact with one. The

following tips can help you save your sight, for life.

Home Eye Hazards


Most eye injuries result from getting a foreign substance in the eye (dust, dirt, particles, chemicals), blows to the eye, or striking the eye with a sharp or pointed object. Lawn mowers, hedge clippers, leaf blowers, power saws, drills, and similar power tools can throw off particles that can get in your eyes. Be sure to wear safety goggles when operating these types of machinery. When opening

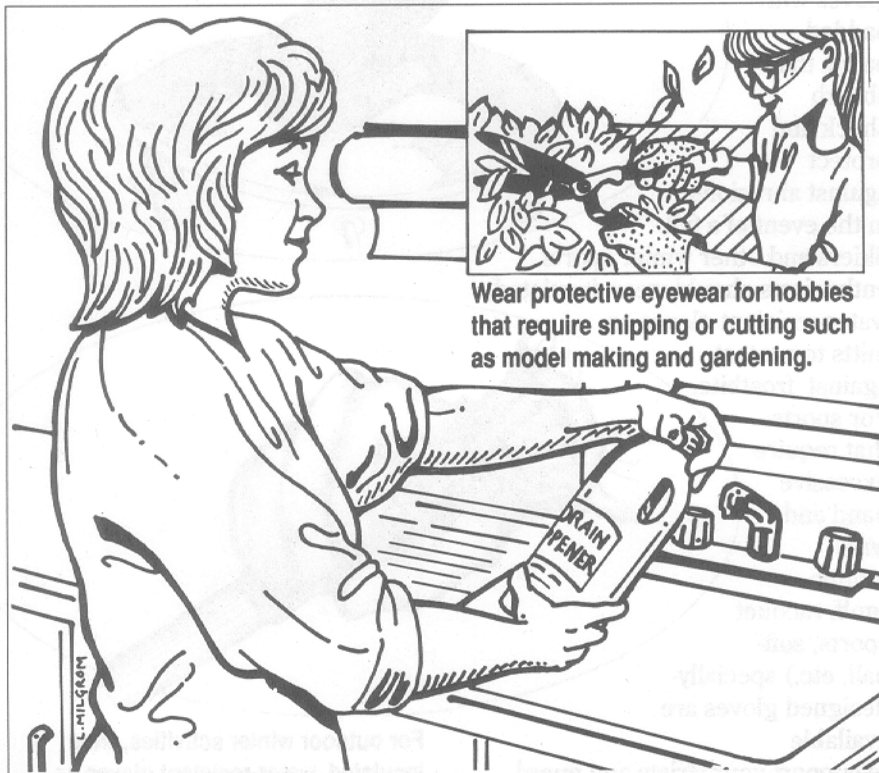
containers of chemicals (household cleansers, drain openers, insecticides, etc.) be sure to direct the container away from your face. Sharp or pointed objects—kitchen knives, screw drivers, skewers, etc.—should be used with care and never pointed toward the face. Store these objects out of children's reach. Remove shelves, hooks, or anything else that juts out at eye level to avoid accidental collisions.

Recreational Eye Hazards

Eye protection is always advised for sports where you could be struck by a projectile (such as racquet sports), or for activities such as cycling where windborne particles can enter the eye. Tinted lenses with "UV" protection should be worn for outdoor activities to guard against harmful ultraviolet light rays and glare. You should also wear protective eyewear for hobbies that require snipping or cutting such as model making and gardening. The type of eye protection you'll need will depend on the particular activity you're doing. Check with your local sporting goods store, your safety representative at work, or your eye doctor for the appropriate protective eyewear for your activity.

A Vision Of Safety

Eye safety isn't limited to the worksite alone. Protecting our vision is something we all should do each day, every day. By recognizing potential eye hazards and using protective eyewear whenever needed, we can protect against eye injuries and save our sight. 



Wear protective eyewear for hobbies that require snipping or cutting such as model making and gardening.

When opening household chemicals (cleaners, drain openers, etc.) be sure to direct the container away from your face.

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HELPFUL ELECTRICITY

Don't Take It For Granted

It's hard to imagine life without electricity. Heating, cooling, lighting, and refrigeration are just a few of its common uses. But electricity can be dangerous. To protect your family and yourself, learn the basic rules for electrical safety.

Electric Dangers

Electric conveniences can be dangerous. Overheated wires, fixtures or appliances can cause fires. Some chemicals can catch fire from just a spark. *Never use water on an electrical fire.*

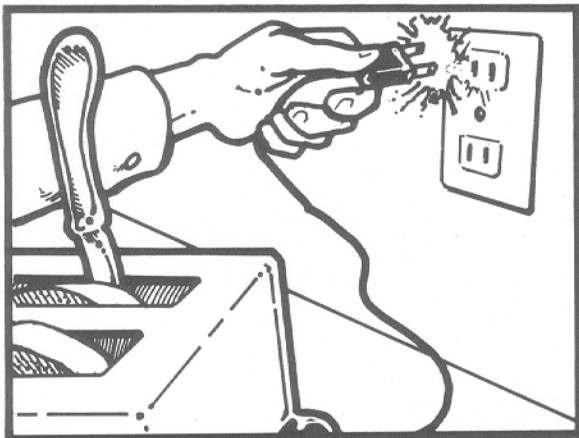
Electricity can burn, shock or even kill you. When you are shocked, your muscles can contract violently. If you are on a high ladder, you might fall. If you are using equipment such as a chain saw, a shock could make you drop it, injuring yourself or someone else.

When electric equipment is not turned off after use, the next person to use it might not be prepared for the power to be on and could be shocked or injured.

Electricity Facts

Electricity always tries to reach the ground. It travels over "conductors:" anything that allows electricity to flow. People, water, trees, damp ground and metal are excellent conductors.

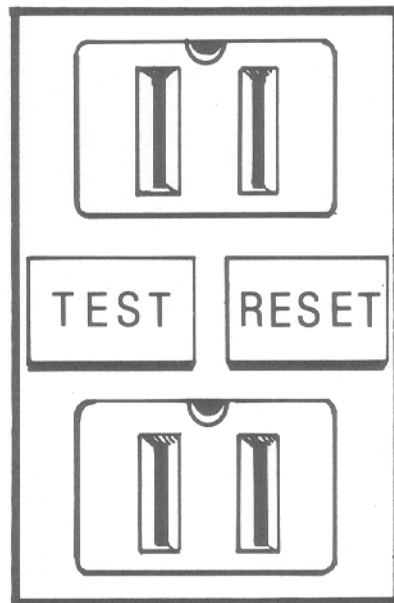
An "insulator" is the opposite of a conductor. Electricity cannot flow easily through insulators like plastic, rubber, dry wood or glass.



Unplug appliances before removing anything from them.

Electric Safety Basics

1. Don't use any appliance while you are touching metal or anything wet.
2. Unplug appliances before cleaning or removing anything from them.
3. Teach children electrical safety rules, like "don't fly kites near power lines." Use plastic guards on electric outlets.
4. Repair any appliance that shocks you, sparks or smokes.
5. Household appliances such as space heaters and televisions give off heat. Do not place them near anything flammable. Unplug heaters and irons when you're not using them.
7. Plug power tools into grounded outlets installed with Ground Fault Circuit Interrupters (GFCIs), to help prevent shocks.
8. Install GFCIs in areas that can get wet. Also install weatherproof covers on outdoor outlets.
9. Keep work areas clean. Oily rags, newspapers, and sawdust can burn if an electric spark flies.
10. Check with your local utility before you dig or work near suspended power lines.
11. If someone has been shocked, never attempt first aid until the current is no longer going through the body.
12. Have a qualified electrician inspect all wiring in your home. Know the location of all fuses and circuit breakers, and how to use them.



Install Ground Fault Circuit Interrupters in areas that can get wet.

Enjoying Electricity

If you follow the important rules for electrical safety, you'll be able to safely enjoy the many ways electricity helps us. You may want to get a book on electrical safety for extra protection.



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USASC SAFETY CHECKLIST



Family Accident Prevention Program

ELECTRICITY CHECKLIST

Home Electrical Safety Audit, A Room-By-Room Checklist

Extension Cords

- Are lamp and extension cords out of traffic areas? (Stepping on cords can damage them, leading to a fire hazard.)
- Is your furniture resting on an electrical cord? (Keep furniture off cords.)
- Are cords in good condition--not frayed or cracked?
- Are extension cords equipped with safety covers on unused receptacles?
- Are any extension cords overloaded? (Check the electrical rating on both the appliance and the extension cord.)
- Are all extension cords being used only on a temporary basis?

Outlets/Switches

- Are all outlets and switches working properly?
- Are all outlets and switches cool to the touch?
- Do electrical plugs fit snugly into all outlets?
- Do all outlets have a faceplate so that no wiring is exposed?
- Do all unused outlets have safety covers in receptacle openings?

Lights

- Are bulbs the correct wattage for the size of fixture? (If you don't know the wattage, don't use more than a 60 watt bulb.)

Living Room/Family Room

- Is home entertainment equipment placed so that air can freely circulate around it?
- Do portable heaters bear a seal of a nationally recognized testing laboratory, such as Underwriter's Laboratory?
- Is the heater placed away from combustibles such as furniture, drapes and newspapers?

Kitchen

- Are countertop appliances unplugged when not in use?
- Are all appliance cords placed so they will not come in contact with a hot surface?
- Are all appliances located away from the sink?
- Have you ever received even a slight shock (other than static electricity) from any of your large appliances? If so, get the appliance checked out by an electrician.
- Is the area on, around or top of the range free of flammables (for example, potholders, plastic utensils)?
- Is there a lot of vibration when the washer or dryer is operating? If so, level the appliance.
- Are the circuits that provide power to the countertop outlets equipped with ground fault circuit interrupters (GFCIs)?
- Are the bathroom outlets equipped with GFCIs?
- If you have GFCIs, do you test them once a month?
- Are small appliances unplugged when not in use?
- Are small appliances in good condition?

Bedrooms

- Is your electric blanket in good condition? Look for cracks or breaks in the wiring and connectors and burned spots on both sides of blanket.
- If the blanket is tucked in, are the heating cords bent around the corners? (Damaged coils may result in a fire hazard.)

Basement/Garage/workshop

- Are all power tools equipped with a 3-prong plug or marked to indicate they are double insulated?
- If your house has a fuse box, are the fuses the correct size for the circuits?
- If GFCIs are installed, are they tested once a month?

Outdoors

- Does each outdoor outlet have its own waterproof cover?
- Are the outside receptacles protected with a GFCI?
- Are electric lawn mower and garden tool cords in good condition?
- Are outdoor electrical tools and equipment in good working order?
- Are extension cords used outside marked for such use?
- When using products equipped with 3-prong plugs, do you use the proper extension cord (one with 3-prongs?)

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Poison Safety

By: USASC

Four thousand Americans died due to accidental poisoning in 1986. Half a million children will ingest poisonous household products and medicine this year, according to American Association of Poison Control Centers estimates. The tragedy is children are being poisoned as a result of their natural, healthy sense of curiosity. In short, they don't know better. They're being poisoned for being children.

Since 1961, the third week in March has been National Poison Prevention Week. That designation is to draw attention to the seriousness of the facts and to motivate Americans to be poison prevention conscious. To meet the objectives of Poison Prevention Week, adhere to the following safety precautions.

MEDICATION

Be children conscious.

- Teach children that medicine is not candy. Always refer to medicine by its proper name.
- Train children to ask parent's permission before tasting anything.
- Children imitate adults; don't take medicine in front of them.
- Be cautious of "harmless" medicine. Many children overdose on aspirin every year.
- Never underestimate the curiosity of children or their ability to reach things.

Be responsible with your medicine.

- Keep medicine out of reach of children. Most accidental ingestion happens with medicine accessible to children--on kitchen counters, tables, cabinets, and night stands. Keep medicine separate from food and household products, and lock it up.
- Do not leave medicine that is stored in suitcases or purses unattended.
- Obey the instructions on labels. Heed the cautions, and consider the side effects. Make note of the antidote in case of accidental ingestion.
- Never administer or take medicine in the dark. Never share medicine.
- Always consult a physician before giving medicine to children.
- Discard medicine once the illness is over or when the expiration has lapsed.
- When discarding, flush medicine, rinse package, and then discard. This procedure keeps medicine from being available in waste containers.

Buy medicine in child resistant containers.

- Most accidental ingestion of medicine happens with medicine that is not in a child resistant container. The 1970 Poison Prevention Packaging Act requires that oral drugs be sold in containers that 80% of children under age 5 can't open, but 90% of adults can. Always keep medicine in its original container.

HOUSEHOLD PRODUCTS

Use poisonous household products safely.

- Read product labels carefully. Abide by instructions; be aware of cautions.
- Buy products in child resistant containers.

- Don't stockpile poisonous products. Buy them only for a specific purpose in the quantities required.
- Use products in well-ventilated areas and away from food and dishes.
- Don't splash products while mixing or pouring. Avoid breathing the fumes.
- Inspect condition of containers--to include labels.

Store poisonous household products safely.

- Place locks on storage sheds, closets, and cabinets. Immediately return products to safe storage after use. Keep products in their original containers. Never transfer them to "safe-appearing" containers like soft drink bottles.

SAFETY PROCEDURES

Be prepared.

- Post the phone numbers of the local poison control center, your doctor, and an emergency medical service near your phone.
- Keep a bottle of ipecac, which causes vomiting. It's used about 400,000 times a year in emergency rooms. Don't administer ipecac without consulting a medical authority first.

Know the symptoms.

- Poisoning may be indicated by the presence of a container nearby, odor of poison on breath, slurred speech, drowsiness, dilated pupils, burns around mouth, dizziness, clammy or very dry skin, coughing, difficulty in swallowing, drooling, burning sensation in mouth, throat, or stomach, gagging, nausea, bloody diarrhea, cramps, convulsions, or a coma.

Know what to do.

- **Inhaled poison:** place in fresh air, avoid breathing fumes, loosen clothing, open doors and windows. If unconscious, begin artificial respiration.
- **In eye:** remove contact lenses, flood with lukewarm water from a glass held two to

three inches away from eye for 15 minutes. Blink during flooding. Don't rub eye or force it open.

- **Swallowed:** immediately consult medical authority, telling them product and amount ingested, how long ago it was ingested, and the condition of victim. Be prepared to give milk, water, or ipecac.

REFERENCES:

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USASC SAFETY CHECKLIST



FAMILY ACCIDENT PREVENTION PROGRAM

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Materiel-Handling Accidents

Fact Sheet

Materiel-handling accidents are the largest contributor to the Army's escalating workers' compensation costs. Materiel-handling accidents include back injuries from manual materiel-handling activities—the number one category in long-term compensation cases.

Civilian workers compensation benefits currently cost the Army \$610,000 per workday. If the current trend continues, that cost will rise to \$1 million per workday by FY 93.

Three major areas of materiel-handling accidents will be featured in a series of accident prevention packets produced by the U.S. Army Safety Center. These areas are listed below in the order they will be produced:

- Forklift operation
- Cumulative trauma disorders
- Back injuries

Once these packets are completed, they will form a complete guide to eliminating the major causes of materiel-handling accidents.

Forklift operations occur at virtually every Army installation worldwide. Due to heavy use, property damage is high and the potential for personal injury and even death is great.

Cumulative trauma disorders (CTDs) is a category only recently recognized as a problem in Army operations. Affecting the upper torso and limbs of persons subjected to repetitive motions, the potential for CTDs is also great.

The most serious of the categories is back injuries. Due to the potential severity and permanence of back injuries, this category ranks as the number-one materiel-handling problem.



Pretty Poison

By: United States Army Safety Center

You've heard that curiosity killed the cat. Well, tragically, curiosity is killing our children. This year, half a million children will accidentally ingest poisonous household products and medicine, according to American Association of Poison Control Center estimates.

Children are being poisoned as a result of their natural, healthy sense of curiosity. In short, they don't know better. They're being poisoned for being children. As adults, it's our responsibility to protect children. Then they'll grow up and protect future young ones.

Consider your medicine and how it can affect children. Teach them that medicine is not candy. Train them to ask permission before tasting anything. Be aware that children imitate adults; therefore, don't take medicine in front of them.

Never underestimate the curiosity of children, their determination, or their ability to reach things. Be cautious of "harmless" medicine. Many children overdose on aspirin every year.

Most medicine ingestion accidents occur with medicine that's accessible to children and in containers that aren't child resistant. Keep medicine out of reach of children, and lock it

POISON NEWS ARTICLE

up. Always purchase medicine in child resistant containers.

The 1970 Poison Prevention Packaging Act requires that oral drugs be sold in child resistant packages. These containers are designed so 80% of children under five can't open them, but 90% of adults can. If you buy medicine in standard containers (because of arthritis or other reasons) be very conscientious about how you store it.

Of the medicine children accidentally swallow, 31% of it belongs to someone outside the child's immediate family. That medicine belongs to the child's grandparents 17% of the time. Be extra cautious when someone else's children visit.

Always follow the instructions with medicine exactly. Also make note of cautions, side effect information, and the antidote. Never take or give medicine in the dark. Don't share medicine. When your illness passes, discard the medicine. Throw away outdated medicine as well.

Flush medicine when you discard it. Then rinse the package, and throw it away. This procedure keeps medicine from being available in waste containers.

According to Department of Health, Education, and Welfare estimates, 420,000 Americans suffered injuries related to chemical household products in 1987. These potentially dangerous products include cleaners, deodorizers, detergents, polishes, waxes, lubricants, flammables, and pesticides.

Always read and abide by all instructions on such products

POISON NEWS ARTICLE

carefully. Buy them in child resistant containers when possible.

Don't stockpile poisonous products. Buy them only when needed for a specific project and in the quantities required.

Place locks on your storage areas. Keep products in their original containers. Never transfer them to "safe-appearing" containers like soft drink bottles.

Don't let a poisoning emergency catch you unprepared. Post the phone numbers of the local poison control center, your doctor, and an emergency medical service near your phone.

More than 200,000 children under five were safely treated for poisoning with ipecac syrup in 1987. Ipecac syrup causes vomiting and can be purchased in a drug store without a prescription. Buy a bottle and keep it available. But don't use it without consulting a medical service first.

No child should ever suffer because an adult didn't bother to follow safety precautions. Avoid an injury; prevent a tragedy; protect a child.

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USASC SAFETY FLYER



FAMILY ACCIDENT PREVENTION PROGRAM

Poison Safety

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MEDICATION

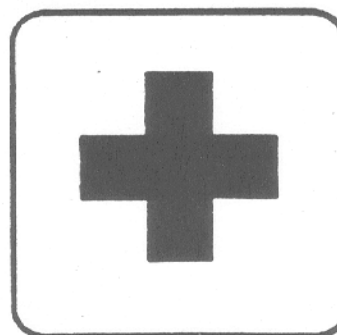
- Train children to ask parent's permission before tasting anything.
- Buy medicine in child resistant containers. Most accidental ingestion of medicine happens with medicine that is not in a child resistant container.

HOUSEHOLD PRODUCTS

- Don't stockpile poisonous products. Buy them only for a specific purpose in the quantities required.
- Place locks on storage sheds, closets, and cabinets.
- Always keep medicine in its original container.

SAFETY PROCEDURES

- Be prepared. Post the phone numbers of the local poison control center, your doctor, and an emergency medical service near your phone. Keep a bottle of ipecac, which causes vomiting
- Know what to do. Be prepared to give milk, water, ipecac. Don't administer any of these without consulting a physician.



USASC SAFETY FACT SHEET



FAMILY ACCIDENT PREVENTION PROGRAM

Poison Safety

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DIRECTORATE FOR SYSTEMS MANAGEMENT,
INSTALLATION SAFETY DIVISION
UNITED STATES ARMY SAFETY CENTER
FORT RUCKER, ALABAMA 36362-5363

LESSON OUTLINE

POISON PREVENTION

(NOTE: This lesson plan is designed for adults;
30 minute time slot)

0000 INTRODUCTION

You've hear that curiosity killed the cat? Tragically, curiosity is killing our children. 100 children under age 14 died from accidental poisoning in 1986. An estimated 130,000 under age five were treated for accidental poisoning. 3,200 youths and adults died from accidentally swallowing household chemicals or medicine. An estimated half a million children will ingest poisonous household products and medicines this year. Children are being poisoned as a result of their natural curiosity.

Because both children and poisons act fast, responsible adults must learn what might kill a child, storage of these, and emergency actions for possible poisonings.

BODY

1. LEARNING OBJECTIVE: State the checklist for poison proofing your home.

Any nonfood item is a potential poison. Medicines, polishes, insecticides, antifreeze, drain cleaners, painting supplies, perfumes, even vitamins can kill. Poison proofing your home takes some concentrated effort; however, a little time can save a little life.

T-1 IN THE KITCHEN:

- Remove household products such as detergents, drain cleaners, and dishwashing compound from under the sink.
- Never keep medicines on counters or open areas, refrigerator top or window sills.

- Keep all cleaners, household products and medications out of reach.
- Install child safety latches on all drawers or cabinets containing harmful products.
- Store harmful products away from foods.

T-2

IN THE BATHROOM:

- Clean out the medicine chest regularly.
- Old medicines should be flushed down the toilet.
- Store all medication in their original safety top containers.
- Keep all spray medicines, powders, cosmetics, fingernail polish and remover, hair care products, mouthwash, etc. out of reach.

T-3

IN THE BEDROOM:

- Never keep medicines in or on the dresser or bedside table.
- Store all perfumes, cosmetics, powders, sachets and potpourri out of reach.

T-4

IN THE LAUNDRY ROOM:

- Keep bleaches, soaps, detergents, fabric softeners, bluing agents, and sprays out of reach.
- Store products in their original containers.

T-5

IN THE GARAGE AND BASEMENT:

- Store insect spray and weed killers, gasoline, antifreeze and car fluids, turpentine, paints and paint products in a locked place.
- Discard small remaining quantities of poisonous products. Never stockpile.
- Keep contents in original containers. Milk jugs to a four year old still contain milk.
- Don't splash products while mixing or pouring. Avoid breathing fumes.

T-6

IN THE GENERAL HOUSEHOLD:

- Keep alcoholic beverages out of reach.
- Empty ashtrays and keep them out of reach.

- Teach children to never put leaves, stems, bark, seeds, nuts or berries from any plant into their mouth.
- Store bulbs and seeds out of sight and out of reach of children.

Plant ingestions are a common poisoning in children under the age of five. Symptoms of plant poisonings vary greatly. Some plants may cause skin irritation, oral irritation, nausea, vomiting and other serious side effects.

T-7

ON THE PORCH, IN THE YARD:

Examples of common toxic or poisonous plants include:

Common boxwood, Lily-Of-The-Valley, Elephant Ear, Poinsettia, Ground Ivy, English Ivy, Hydrangea, Morning Glory, Iris, Honeysuckle, Chinaberry, Daffodil, Jonquil, Narcissus, Mistletoe, Azalea, Wisteria and Calla Lily.

Each season brings with it it's own hazards for accidental poisonings. Never take things you see everyday as an adult for granted. Again children are curious. Poison proofing for the seasons includes:

T-8

SPRING AND SUMMER:

- *Pesticides
- *Fertilizers
- *Outdoor plants and mushrooms
- *Snake, spider and other insect poisonings
- *Charcoal lighter fluid

CAMPING HAZARDS:

- *Spider and snake bite poisonings
- *Wasp and bee sting poisonings
- *Poison from tick bites
- *Sun poisoning

FALL AND WINTER:

- *Antifreeze
- *Carbon Monoxide
- *Spider bite poisonings
- *Plants and autumn berries

HOLIDAYS:

*Thanksgiving- food poisonings are a major problem. Properly prepare and store all foods.

*Christmas-- Holiday plants such as holly, mistletoe and poinsettia, perfumes and after shaves, alcoholic beverages.

2. LEARNING OBJECTIVE: List the poison prevention rules.

Following these rules help prevent accidental poisonings in your home:

- T-9
1. Request "child proof" tops on all prescription drugs.
 2. Keep household cleaners, bug sprays, medicine, and garage products out of reach and out of child sight. Lock them up when possible.
 3. Never store food and household cleaners together.
 4. When discarding a household product, rinse out the container and dispose of it in a covered trash can.
- T-10
5. Always store medicines in their original containers and throw out old prescriptions. Rinse out any empty containers.
 6. Do not take medicines in front of children, as they imitate adults.
 7. Never call medicine "candy".
 8. Read the label before taking medications. Never take medicines in the dark.
- T-11
9. If you are interrupted while taking a medicine or using a potentially poisonous substance, take it or the child with you. Never leave the two alone.
 10. Anticipate your child's curiosity and abilities according to his/her age and developmental skills.
(If there is a toddler in your home, never store items under the sink.)

11. Be alert for repeat poisonings. Statistics show that children who have swallowed a poison is likely to become poisoned again within a year.
12. Never transfer products like kerosene, gasoline, insecticides, or other household cleaning agents to other containers such as a soft drink bottle, milk jug or old cup.

T-12

13. Buy potentially poisonous products only when needed and in the amount required for a specific job.
14. Always prepare and use products according to label directions.
15. Many labels and antidote charts do not give enough information. Call a physician, emergency room or State Poison Control Center for instructions.

3. LEARNING OBJECTIVE : List the emergency procedures for accidental poison exposure or ingestion.

Children are fast. Poisons act fast.

T-13

BE A PREPARED HOUSEHOLD:

- *Post the phone numbers of your local physician, emergency medical service and Poison Control Center near your phone.
- *Keep a bottle of ipecac, which causes vomiting. It is used approximately 400,000 times a year in emergency rooms.
- *Do not administer ipecac without consulting a medical authority first.

KNOW THE SYMPTOMS:

- *Poisoning may be indicated by :
 - the presence of an empty container nearby,
 - odor of poison on breath,
 - slurred speech,
 - drowsiness,
 - dilated pupils,
 - burns around the mouth,
 - dizziness,
 - clammy or very dry skin,

coughing,
difficulty in swallowing,
drooling,
burning sensation in mouth, throat, or stomach,
gagging,
nausea,
bloody diarrhea,
cramps,
convulsions,
or coma.

Your reaction to a poisoning must be quick, calm and organized. Before the nightmare occurs, know what you would do.

T-14 POISONING EMERGENCY ACTION:

INHALED POISON...

- *Immediately get the person to fresh air, avoid breathing fumes.
- *Open doors and windows.
- *If victim is not breathing, start artificial respiration.

POISONING EMERGENCY ACTION:

POISON ON THE SKIN...

- *Remove contaminated clothing and flood skin with soap for 10 minutes. Wash gently with soap and water and rinse.

POISON IN THE EYE...

- *Flood the eye with lukewarm (not hot) water poured from a large glass 2-3" from the eye.
- *Repeat for 15 minutes.
- *Blink as much as possible while flooding the eye.
- *Do not force the eyelid open.

POISONING EMERGENCY ACTION:

SWALLOWED POISON:

- *Call a Poison Control Center, emergency room or physician for instructions.
- *Tell them the product, amount ingested, how long ago it was ingested and the condition of the victim.
- *Give water, milk, or syrup of ipecac upon direction.

CONCLUSION:

No child should ever suffer because an adult was careless with safety precautions or just never believed a poisoning accident could happen to their family. Avoid an injury, prevent a tragedy, protect a child.



POISONING

Thousands of adults and children die each year from poisoning. Even eating, drinking, or breathing in something that seems safe can make you ill. Eight out of ten poison victims in the US are small children. They usually can't read labels or describe what it is they've swallowed. Know the dangers and symptoms of poisoning. Acting quickly and calmly may save a loved one's health and even life!

Kinds Of Poisons

Drugs, cleaners, pesticides—even a small amount of these “primary” poisons can cause illness and death. Lotions, sprays, certain plants, milder drugs including aspirin—“potential” poisons—can also make someone ill when taken in larger amounts.

Protecting Children

Leaving potential poisons around, even where they seem safe, is dangerous. Small children love to explore and taste. At 6 months, they can open low cabinets. At 1 year, they can often climb to counter tops. At 2 years, they can often reach medicine or liquor cabinets.



Many common household items can be poisonous.

Never leave a potential poison where a child could reach it. Put childproof locks on all cabinet doors. Buy products in child-resistant packages. Don't transfer containers. Labels, especially on household cleaners, give first aid poisoning information. Don't tell children medicine tastes good. When you're not looking, they'll want to try some. Don't buy items with lead-based paint. If old furniture has lead-based paint, watch to prevent your children from chewing it. Never leave a young child alone to go to the phone or answer the door, especially if there is a possible poison in the room.

Adults Can Be Poisoned

There are four common poison dangers for adults. *Vapors and fumes* from cars and charcoal grills can be deadly. Always operate them with plenty of fresh air circulating. Carbon monoxide has no smell, color, or taste, but it can kill someone in a few minutes.

Drugs, even aspirin, can make you ill. Take only the amount directed by your doctor or the drug manufacturer. Never give left-over prescription drugs to anyone else. Read medicine labels in good light to be sure you're taking the right amount *and* the right medicine.


Cleaners can be dangerous, especially if they are not in their original containers and are mistaken for another product.

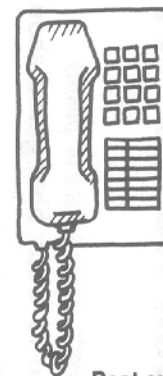
Wild mushrooms are often dangerous, since most varieties can be fatal if eaten. Unless you are a qualified expert, never eat mushrooms unless they come from the produce department of your grocery store!

Signs And Symptoms

If you notice strange stains, smells, or behavior, or if cleaners or drugs are open near the victim, suspect poisoning. Any one of these symptoms may indicate poisoning: shallow breathing, convulsions or fits, excitedness, sleepiness, unconsciousness, mouth or throat burns, stomach pains, headache, or nausea.

First Aid Now!

If you suspect poisoning, call the Poison Control Center, hospital, or doctor immediately. Give them the victim's age and weight, the name of the suspected poison, and how much was taken. Post emergency numbers where everyone can see them in several places around the house. 



Post emergency numbers where everyone can see them.

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Nutrition Needs—From Kids to Adults

GRAINS (*breads, cereals, rice or pasta*)

- ✓ Ages 3 to 18: Daily fiber grams should total the child's age plus five.
- ✓ Adults: 6 to 11 servings. (A serving size is one slice of bread, 1/2 cup of cooked pasta, cereal or rice, or 1 ounce of cold cereal.)

VEGETABLES

- ✓ For all: 3 to 5 servings daily
- ✓ Ages 1 to 3: A serving size is 1 tablespoon per year of life or 2 ounces of juice.
- ✓ Ages 4 to 8: A serving size is 1/4 cup to 1/3 cup of cooked vegetables, 1/2 cup of salad or raw leafy vegetables, or 1/2 cup of juice.
- ✓ Ages 9 to adults: A serving size is 1/2 cup to 3/4 cup of cooked vegetables, 1 cup of salad or raw leafy vegetables, or 3/4 cup of vegetable juice.

FRUITS

- ✓ For all: 2 to 4 servings daily.
- ✓ Ages 1 to 3: A serving size is 1 tablespoon per year of life or 2 ounces of juice.
- ✓ Ages 4 to 8: A serving size is 1/4 cup to 1/2 cup of cooked, chopped or canned fruit; half an apple, banana or orange, or 1/2 cup of fruit juice.

- ✓ Ages 9 to adults: A serving size is one medium apple, banana or orange, 1/2 cup to 3/4 cup of chopped, cooked, or canned fruit, or 3/4 cup of fruit juice.

DAIRY (*milk, yogurt, cheese*)

- ✓ Preschoolers: 2 servings daily
 - ✓ Ages 6 to 10: 3 to 4 servings daily
 - ✓ Ages 11 to teen years: 4 to 5 servings daily
 - ✓ Adults: 2 to 3 servings daily
- A serving size is 1 cup of milk or yogurt, 1 1/2 ounces of natural cheese or 2 ounces of processed cheese.

PROTEIN (*meat, poultry, fish, dry beans, eggs, nuts*)

- ✓ For all: 2 to 3 servings daily. A serving size is 2 to 3 ounces of cooked lean meat, poultry or fish. A 1/2 cup of cooked dry beans, 1 egg or 2 tablespoons of peanut butter count as 1 ounce of lean meat.

FATS

- ✓ Birth to age 2: Whole milk, breast milk or cow's milk formula. No low-fat foods.
- ✓ Ages 2 to teen years: Although low-fat foods are appropriate, extremely active kids might need the added calories of whole fats.
- ✓ Adults: Keep fats to 30 percent of total daily calories or less.

WORKING SAFELY ON FORKLIFTS

Operator, Loading, And Truck Safety

It's hard to imagine what warehouses were like in the days before lift trucks. Forklifts have made it possible to handle and transport heavy loads quicker and more efficiently than ever before. But, forklifts can also be dangerous to both people and property when operated incorrectly. Follow your company's safety guidelines for lift truck operation and take a moment to review these basic rules for lift truck safety.

Operator Safety

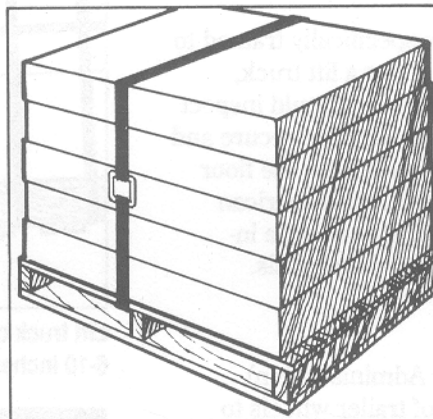
Most forklift accidents result from operator error so it's crucial that you not attempt to operate a lift truck unless you are trained to do so. (Forklifts differ in design, load capacity, and other features, so training on the particular truck you'll be using is always recommended.) When operating the truck, be sure to keep your hands and feet inside and always wear your seatbelt regardless of how far you're going. Check your pathway for obstacles, and keep away from heavy traffic areas. Always check for pedestrians!

Loading Safety

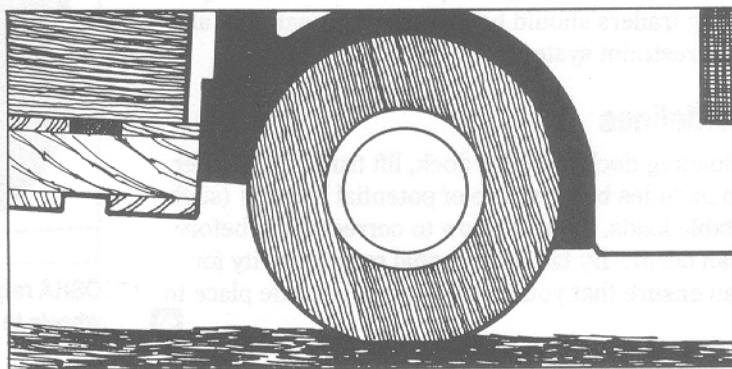
Before loading and transporting material, make sure that pallets are well-stacked and secure. Don't cut corners by overloading—make additional trips if necessary. Before driving into trailers, rail cars, or trucks always make sure that the vehicle you're unloading has been secured—chocks ahead of wheels and/or trailer restraint systems



Find out the load capacity for your vehicle and adhere to it.



Make sure that pallets are well-stacked and secure.



When moving, keep the load no more than 6-10 inches off the floor.

intact. (Trailer movement is a leading cause of loading accidents.)

Lift Truck Safety

Know your lift truck's capabilities before you drive it. Check with your supervisor to be sure that your truck meets ANSI (American National Standards Institute) safety requirements. Find out the load capacity for your vehicle and adhere to it. When transporting material, be sure to keep the load no more than 6-10 inches off the floor and use extreme caution when turning. Check your truck before and after use for worn or damaged parts. Report repairs to your supervisor immediately.

General Guidelines

Working safely on forklifts includes operator, loading, and lift truck safety. It also includes being aware of potential hazards (pedestrian traffic, unstable loads, etc.) and how to correct them before an accident can occur. By taking personal responsibility for safety, you can make your warehouse a safe place to work.

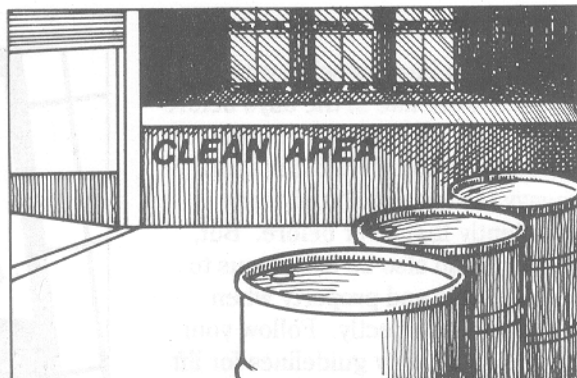
WORKING SAFELY ON LOADING DOCKS

Dock, Lift, and Trailer Safety

The loading dock is perhaps the busiest area of any warehouse. Trucks, lifts, trailers, loads, and people are constantly coming and going. Because of the heavy traffic at the loading dock, the potential for accidents and injuries is great. That's why safe practices at the loading dock are critically important. The following guidelines can help you work safely at the loading dock and prevent potential accidents, injuries, and even disability.

Dock Safety

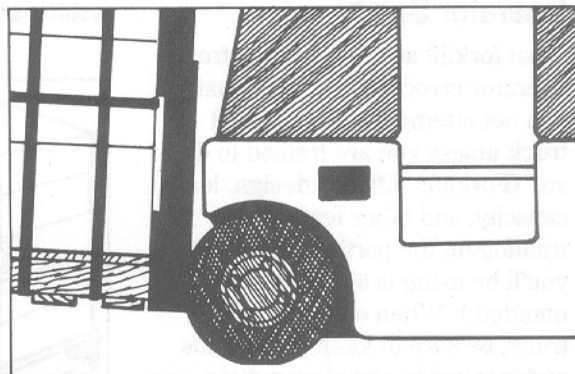
Never store materials in the dock area—the dock should be kept free of obstacles and hazards such as spills. (If spills cannot be cleaned up, they should be clearly marked.) Convex mirrors throughout the area can reduce blind spots and increase visibility. Dock seals (pads or shelters) must be used when the outside environment is different from the inside environment.



Never store materials in the dock area—the dock should be kept free of obstacles and hazards such as spills.

Lift Truck Safety

Never operate a lift truck unless you are specifically trained to do so. Always wear seatbelts when operating a lift truck, regardless of how far you're going. Operators should inspect stacked pallets before lifting to make sure they are secure and should not lift the load more than 6-10 inches from the floor during transport. Lift trucks should meet ANSI (American National Standards Institute) standards and should be inspected and maintained on a regularly scheduled basis.



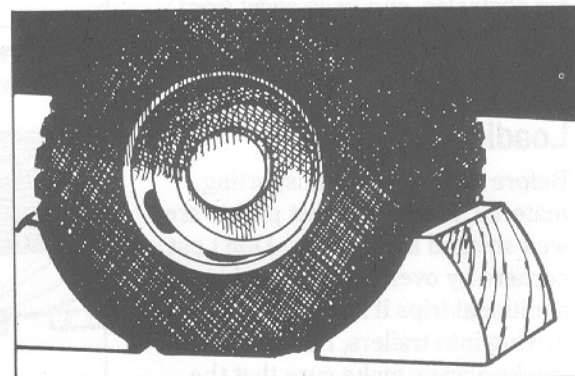
Lift truck operators should not lift the load more than 6-10 inches from the floor during transport.

Trailer Safety

OSHA (Occupational Safety and Health Administration) requires that chocks be placed in front of trailer wheels to prevent vehicles from separating from docks. Drivers should be advised of emergency brake and jack measures as well. Many docks also use truck restraint systems. Persons responsible for docking trailers should be trained in the safe use and maintenance of restraint systems.

General Guidelines

Safety at the loading dock includes dock, lift truck, and trailer safety. It also includes being aware of potential hazards (such as spills, unstable loads, etc.) and how to correct them before an accident can occur. By taking personal responsibility for safety, you can ensure that your loading dock is a safe place to work.



OSHA requires that chocks be placed in front of trailer wheels to prevent vehicles from separating from docks.

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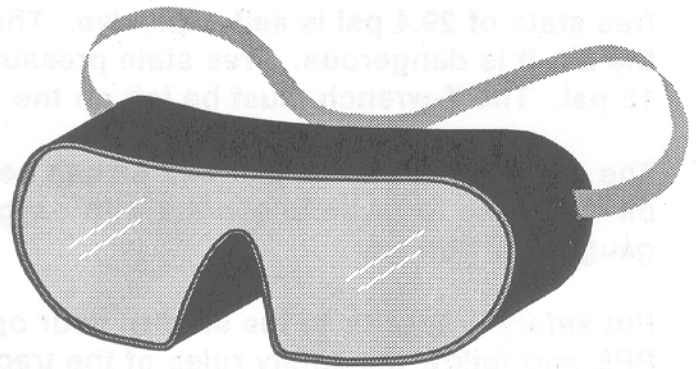
HOT TIPS ON WELDING

Welding can be hazardous to all parts of the human body. Sparks, hot metal, and flame can burn eyes, skin, and clothing. Ultraviolet rays can also damage eyes. In addition, inhalation of fumes from rods, fillers, and burning metal can cause breathing difficulties, chemical pneumonia, and lung damage.

Welding accidents cause serious injuries. The most common of these injuries is due to improper use and maintenance of equipment, or failure to use personal protective equipment, more commonly called PPE.

A leading cause of welding accidents during the last year was ultraviolet exposure or "sunburning" of the eyes and skin. Electric arcs and gas fumes both produce harmful ultraviolet and infrared rays.

Although these injuries are usually temporary, permanent eye injury and retinal burns can result from looking at welding arcs with unprotected eyes. In one case, a worker was assisting in welding operations. Because he did not use eye protection, he closed his eyes and turned his head away from the welding. Later that night, he awoke from a sound sleep with excruciating pain in his eyes. He lost vision in one eye and partial vision in the other because of ultraviolet burns.



Welding operations should be screened to protect nearby workers and passers-by. Some individuals are not aware of the dangers of watching an arc without eye protection. For example, one visitor spent several hours in the welding shop while welding was being performed. She occasionally looked directly at the arcs. Her eyes were burned, causing acute vision loss.

Inexperience and untrained soldiers should not be assigned welding duties unless they are assisting an experienced welder. One untrained soldier was assigned to construct different type of PT bars. He was not briefed on blow torch safety prior to the job and he injured both eyes. Another worker was injured while cutting down iron pipes in a poorly ventilated basement. Some of the pipes were painted, others galvanized. The worker was hospitalized after breathing toxic fumes.

Welding should not be done near flammable material such as wood, oil, waste, or cleaning rags. In one case, a worker was using an oxyacetylene torch to attach hinges to a cover for an underground oil waste tank. The fumes in the tank ignited, causing a flash. The worker's goggles were blown off by the blast and he suffered second-degree burns of the face and hands.

When you are welding, always remember to check your equipment, hoses, and connections for leaks by using soap and water, NEVER a match. Store cylinders in an upright position. Also, while checking tanks, never open an acetylene cylinder valve more than one and a half turns. Acetylene gas under free state of 29.4 psi is self-explosive. That means if it leaks or is sprayed into the air, it is dangerous. Free state pressure should never exceed 15 psi. The T-wrench must be left on the valve for emergency shutdown.

The combination of oxygen and oil can be explosive. Be cautious not to allow oil or grease to come in contact with oxygen cylinders, valves, regulators, gauges, or fittings.

Put safety first prior to the start of your operation. Always wear the required PPE and follow the safety rules of the trade.

Be sure all of your co-workers and visitors are familiar with the associated hazards of a welding operation and properly protected to avoid accidental injury.

**Susie Ashby
Installation Safety Division**

WELDING AND CUTTING

Today's specialist in welding and cutting must not only protect themselves from injury but must also assume a certain responsibility for their helper, their co-worker in other trades and, in some instances,

CARE OF OXYGEN AND ACETYLENE HOSE

Safety in welding and cutting requires a thoroughly trained operator. These suggestions or reminders are for the trained welder regarding the care of oxygen and acetylene hose.

1. The standard color is green for oxygen hose and red for acetylene hose. This difference in colors is intentional, to help you to use each always for the gas for which it is intended. To do otherwise is to take a chance on having a fire inside the hose.
2. Your experience will tell you that there's a limit on long lengths of hose for best welding and cutting results. When hose is too long, enough pressure at the torch end for welding and cutting will require too much pressure at the regulator end for safety. The hose may burst. Keep hose at a reasonable working length.
3. Examine hose carefully before using welding and cutting equipment. Use soap solution to check for leaks. A leaky hose should be set aside and marked for proper repair or disposal.
4. Return damaged or worn hose to your supplier for testing and repair, or for disposal and replacement.
5. If a backfire occurs and extends into the hose, damage inside the hose will result. Return the damaged length to your supplier for testing, and for replacement if necessary.
6. Brand-new hose is dusted on the inside with fine talc. This talc should be blown out before using new hose.
7. Like all good working tools, oxygen and acetylene hose requires good care and handling. Avoid tangles, kinks, mechanical abuse and location of hose where it can be damaged by traffic or by other construction operations. This will assure a longer, safe operating life for your oxygen and acetylene hose.
8. Review your Welder's Manual as well as information received from your supplier with new hose. Do this at regular intervals to refresh your knowledge on the care of oxygen and acetylene hose.

WELDING AND CUTTING (CONTINUED)

10. Whenever possible, do your work out-of-doors.
11. Take extra precautions and use the proper respirator when working on or around metals like lead aluminum and cadmium that give off highly dangerous fumes.
12. See that your helper is as well equipped as you are.
13. Don't start work in an area that is full of dust.
14. Inspect your equipment each time before you start work.
15. Have only qualified personnel repair or adjust equipment.
16. Oxygen and acetylene bottles should be tied off at all times.
17. Request a fire watch if a burning hazard exists.

This list of practices could be expanded. We have attempted to point out a few of the major ways to prevent accidents.

Perhaps one of the most important things for you to remember as an operator is that you can't expect others to follow safe practices unless you set the example, properly instruct your helpers, and then practice what you preach.

Accidents resulting from cutting and welding are preventable. Most of them can be eliminated by inspection of an area before starting to work, use properly maintained equipment, and proper training.

HANDLING AND STORAGE OF GAS CYLINDERS

Misuse, rough handling, and abuse of compressed gas cylinders can result in serious accidents and injuries. Cylinders should be handled by trained personnel who are under competent supervision. Operation and maintenance instructions should be readily available. The following handling and storage procedures should be followed to help minimize hazards.

STORAGE

Mixtures of fuel gas air/oxygen, except in a burner or torch, may be explosive and should be guarded against.

Acetylene cylinders should be stored valve end up.

Cylinders are to be kept away from any source of heat.

Cylinders are to be stored in well-protected, ventilated and dry locations.

Cylinders should not be kept in non-ventilated enclosures such as lockers or cupboards.

Valve protection caps are to be in place except when the cylinder is in use or connected for use.

Cylinders are not to be stored near highly combustible materials or any substance that can cause or accelerate a fire.

Oxygen cylinders are to be stored a minimum of 20' from fuel gas cylinders or separated with a fire wall at least 5' high and a fire resistance rating of 1/2 hour.

Cylinders, including all accessories and equipment, are to be kept free of all oil or grease.

Cylinder storage areas are not to be near aisles, walkways, doorways or other heavily traveled places where cylinders will be subject to being struck.

Cylinders stores on high structures are to be secured to the inside framework and not to the outside railings.

HANDLING

Consider all cylinders as full and handle as such.

Cylinders are to be moved by tiling and rolling them on their bottom edges or use a cart.

Valve protection caps are not to be used for lifting cylinders.

HANDLING AND STORAGE OF GAS CYLINDERS (CONTINUED)

Cylinder trucks, chains or other devices should be used to secure and keep cylinders from falling. Cylinders should always be secured in a vertical position. Chain, rope (minimum diameter 3/4"), steel cable (minimum diameter 3/8"), or steel clam-shell hands should be used for securement.

Cylinder valves should always be opened slowly.

Cylinder valves are to be closed when work is finished, before moving cylinders and when cylinders are empty.

Cylinders should be kept away from (or shielded from) hot slag, sparks or flame produced by the welding or cutting operation.

Cylinders are to be placed away from an area where they may become part of an electric circuit.

Empty cylinders are to be marked "empty" or "MT" with chalk in contrasting colors. White or yellow is suggested for the contrasting color chalk.

Cylinders are not to be dropped, permitted to strike each other, or otherwise roughly handled.

Visually inspect all cylinders before using and reject any that appear to be damaged.